



**Ontario College  
of Pharmacists**

Putting patients first since 1871

**MINUTES OF A  
BOARD OF DIRECTORS MEETING  
HELD IN TORONTO, ONTARIO  
MARCH 25, 2024  
9:30 A.M. TO 5:00 P.M.**

**OCP Board of Directors**

Jennifer Antunes  
Randy Baker  
Connie Beck (virtual)  
Douglas Brown  
Lisa Dolovich  
Billy Cheung  
Andrea Edginton  
Jean-Pierre (JP) Eskander  
Andrea Fernandes (virtual)  
Sara Ingram (Vice-Chair)  
Adrienne Katz  
Nadirah Nazeer  
Elnora Magboo  
Stephen Molnar  
James Morrison (Chair)  
Siva Sivapalan  
Daniel Stapleton  
Wilfred Steer  
Cindy Wagg  
Devinder Walia  
Shari Wilson

**Management**

Shenda Tanchak, Registrar and CEO  
Angela Bates, Director, Conduct  
Thomas Custers, Director, Corporate Services  
Christian Guerette, General Counsel and Chief Privacy Officer  
Susan James, Director, Quality  
Todd Leach, Director, Communications and Government Relations  
Katya Masnyk, Director, Policy, Engagement and Strategy Implementation  
Greg Purchase, Manager, Registration  
Sandra Winkelbauer, Special Projects Manager

**Staff**

Vera Patterson, Governance Coordinator  
Sharlene Rankin, Executive Assistant to the Directors  
Stephanie Summerhill, Executive Assistant to Registrar and CEO

The meeting was called to order at 9:31 a.m. The Chair, James Morrison, welcomed all Board Directors, staff and observers, and welcomed back Lisa Dolovich from her working sabbatical. He introduced the three new Public Directors, Shari Wilson, Stephen Molnar and Nadirah Nazeer. The Chair acknowledged former Board Director Gene Szabo's passing and took a few moments to express gratitude for his contributions to the Board.

### **1. Land Acknowledgement**

The Chair opened the meeting with a land acknowledgement.

### **2. Declaration of Conflict**

The Chair acknowledged the various professional environments represented by the Board directors before drawing attention to item 18.2 Corporate Influence on Pharmacists/Patient Safety which included a brainstorming session. The Chair advised that he did not consider directors to be in conflict during the discussion and counselled directors to use their own judgement on the matter. No conflicts of interest were declared.

### **3. Minutes of the December 11, 2023, Board Meeting – For Decision**

**MOTION: THAT** The Board approve the Minutes of the December 11, 2023 Board meeting as presented.

**Moved by:** Doug Brown

**Seconded by:** Billy Cheung

Carried

### **4. Chair's Report – For Information**

James Morrison provided a summary of activities undertaken since the December meeting. He highlighted that it is mandatory for the Board of Directors to complete the meeting evaluation survey. The Chair recognized March as Pharmacy Appreciation Month and thanked all of Ontario's hard-working Pharmacy professionals for all they do to serve their patients across the province.

### **5. Registrar's Report – For Information**

Shenda Tanchak, Registrar and CEO, provided her report.

### **6. College Dashboard Targets – For Decision**

Director, Corporate Services, Thomas Custers sought the Board's approval on the proposed targets for the 2024 College performance dashboard and provided an update on progress towards the 2024 strategic and operational

**MOTION: THAT** the Board approve the 2024 College Dashboard targets as presented.

**Moved by:** Andrea Edgington

**Seconded by:** Jennifer Antunes

Carried.

#### **7. Audited Financial Statement – For Decision**

Finance and Audit Committee Chair (FAC) Doug Brown was joined by Tinkham LLP Chartered Professional Accountant Partner, Michael Rooke and Principal, Michele Tkachenko to present the audited financial statements for 2023.

**MOTION: THAT** The Board of Directors approve the attached Audited Financial Statements for the operations of the Ontario College of Pharmacists for 2023 as prepared by management and audited by Tinkham LLP Chartered Professional Accountants as presented.

**Moved by:** Connie Beck

**Seconded by:** Andrea Edgington

Carried.

#### **8. Finance and Audit Committee: Changes to Board Policy 4.12 – Investments – For Decision**

Finance and Audit Committee Chair presented recommended changes to the Investment Policy which allow more flexibility and potentially yield a higher return on investment.

**MOTION: THAT** the Board of Directors approve the proposed changes to *Board Policy 4.12 - Investments* and the supporting *Investment Policy Statement and Procedures for Reserve Funds*:

- expanding the fixed income investment timeline options; and
- consolidating investment categories, as presented.

**Moved by:** Billy Cheung

**Seconded by:** Connie Beck

Carried.

#### **9. Time-Delayed Safes – Revised Policy – For Decision**

Director of Policy, Engagement and Strategy, Katya Masnyk presented recommended revisions to the previously approved Time-Delayed Safes Policy.

***ACTION: Impact of Time-Delayed Safes Policy to be monitored as part of operations and reported back to the Board in March 2025. Reviews to be built into individual and pharmacy assessments.***

After further discussion, the Board Chair tabled the following:

**MOTION: THAT** the Board approve the updated Time-Delayed Safes Policy as presented.

**Moved by:** Devinder Walia

**Seconded by:** Jennifer Antunes

Carried.

#### **10. OCP Approved Training for Compounding Supervisors – For Decision**

Special Projects Manager, Sandra Winkelbauer, presented briefing material highlighting key aspects of compounding standards.

**MOTION: THAT** the Board make OCP Approved Training mandatory for new compounding supervisors and compounding supervisors in pharmacies where standards are not met.

**Moved by:** Jennifer Antunes

**Seconded by:** Cindy Wagg

Carried.

#### **11. Discipline Committee Review Project – Phase II – For Information**

Director of Conduct, Angela Bates, provided an update on the review of the processes related to the Discipline Tribunal.

#### **12. Motion to go *in camera* pursuant to the Health Professions Procedural Code, subsections 7(2)(b) and (c).**

**MOTION: THAT** the Board move *in camera* pursuant to subsection 7(2)(d) of the Health Professions Procedural Code.

**Moved by:** Siva Sivapalan

**Seconded by:** Cindy Wagg

Carried.

#### **13. Changes to Accreditation Committee Composition By-law – For Decision**

The Board Chair outlined the barriers the College is encountering in forming quorum at the committee level based on the requirement that Public Directors sit on the Accreditation Committee. The tabled motion, which replaces Public Directors with Lay Committee Appointees, allows the Board to better serve the public by freeing up the availability of Public Directors to serve more frequently on Discipline Committee hearing panels, thereby reducing delays in addressing concerns that potentially expose the public to risk.

**MOTION: THAT** the Board of Directors direct the Governance Committee to develop by-law amendments, including a change to Article 9.17. Recognizing that the Drug Preparation Premises Committee and the Accreditation Committee have identical membership, the Governance Committee will additionally develop an amendment to Article 9.27.2 to align with the new 9.17.

**Moved by:** Jennifer Antunes

**Seconded by:** Dan Stapleton

Carried.

#### **1. Proposed Amendment to Election Eligibility Requirements – For Decision**

Sara Ingram, Vice Chair of the Board and Chair of the Governance Committee, proposed a by-law change that would remove a barrier preventing pharmacy professionals who have served in advocacy associations in the last three years whose mandate supports Equity Diversity and Inclusion within pharmacy practice.

**MOTION: THAT** By-law 5.7.1 (f) be amended as follows (changes in red font and italics):

The Registrant is not and has not within the three (3) years immediately preceding the election been an employee, officer or director of a Professional Advocacy Association, except for Associations whose mission, vision and mandate are primarily to mitigate systemic barriers to access to the pharmacy profession for diverse populations, marginalized groups and individuals with disabilities. Additionally, nothing in this clause will prevent a Registrant who serves on an association or organization to which they have been appointed by the Board as a representative of the College from running for election to be an Elected Director.

**Moved by:** Billy Cheung

**Seconded by:** Siva Sivapalan

Carried.

#### **14. Executive Committee Election – For Decision**

**MOTION THAT:** Effective immediately, Randy Baker be appointed to the Executive Committee and serve until September 16, 2024.

**Moved by:** Stephen Molnar

**Seconded by:** Jennifer Antunes

Carried.

#### **15. Board Composition Requirements for 2024 Elections – For Decision**

**MOTION: THAT** The Board approves the Governance Committee recommendation for the 2024 election: availability of at least one to three days a month is mandatory for all applicants. Furthermore, candidates with competency in financial oversight and those from diverse populations, marginalized groups, and individuals with disabilities, and/or those with experience working with diverse populations will be particularly encouraged to apply.

**Moved by:** Billy Cheung

**Seconded by:** Dan Stapleton

Carried.

#### **16. Appointment of the 2024 Screening Committee – For Approval**

**MOTION: THAT** the Board approve the Executive Committee recommended appointments for the 2024 Screening Committee as follows:

- Governance Committee Chair – Sara Ingram
- Public Director – Dan Stapleton
- Public Director – Shari Wilson
- Lay Committee Appointee – David Collie
- Lay Committee Appointee – Megan Sloan

**Moved by:** Jennifer Antunes  
**Seconded by:** Elnora Magboo  
Carried.

## **17. Strategic Goal Recommendations and Brainstorming**

### **17.1 Preferred Provider Networks – For Decision**

College staff presented the Board of Directors with an update on the potential patient risk associated with an increased prevalence of Preferred Provider Networks (PPNs).

**MOTION: THAT** the Board direct staff to move forward with a phased, multi-modal approach to addressing PPNs, including short-, medium- and long-term regulatory initiatives.

**Moved by:** Jennifer Antunes  
**Seconded by:** Wilf Steer  
Carried.

### **18.2 Corporate Influence on Pharmacists/Patient Safety – For Discussion**

Background information was provided about pharmacy ownership models, results from a recent registrant survey and a series of town halls and a brief environmental scan. This was followed by a brainstorming session through which Board Directors convened in small groups to discuss a specific aspect of the issue. Each group then returned to the Board meeting and provided a list of ideas about how to approach addressing the identified concerns.

**MOTION: THAT OCP has zero tolerance for business practices that compromise the ability of pharmacists and pharmacy technicians to deliver safe and effective care to their patients.**

**Moved by:** Jennifer Antunes  
**Seconded by:** Cindy Wagg  
Carried.

**Vera Patterson**  
Governance Coordinator

**James Morrison**  
Board Chair